

# Simplifying your retirement plan

The power of pooled plan solutions



Pooled Employer Plans (PEPs)



## A modern approach to retirement plans

Employers have long played a crucial role in helping their employees save for a secure future by providing workplace retirement plans. Over the last 25 years though, these plans have evolved with a growing importance in transparency and plan fiduciary roles. Although managing retirement plans has become more complex, innovative solutions are making it possible for employers to offer a robust retirement plan with professional support and less administrative burden.

# The Solution: Pooled Retirement Plans

A pooled retirement plan gives employers of all sizes an efficient way for their employees to save for retirement without the administrative demands and fiduciary risk of a stand-alone plan. A team of industry professionals partner to build a comprehensive retirement program that allows unaffiliated employers to participate.

By joining forces in a pooled solution, these employers benefit from the resulting scale and gain access to:

**FIDUCIARY OUTSOURCING**

**PLAN ADMINISTRATIVE SUPPORT**

**POTENTIAL COST SAVINGS**

These advantages allow employers to focus valuable time and resources on what matters most to them – running their business.

Through the PEP, employers will work with an industry leader and pioneer in pooled retirement solutions. Experience matters, and Transamerica has been successful in marrying technology, experience, and consultants who understand the pooled plan landscape.

## Transamerica's roots run deep as a trusted retirement plan provider... **AND** leader in pooled retirement plans.



**90**

years experience



**\$246B**

plan assets serviced<sup>1</sup>



**25 years**

pooled plan experience



**17,500**

participating employers<sup>1</sup>



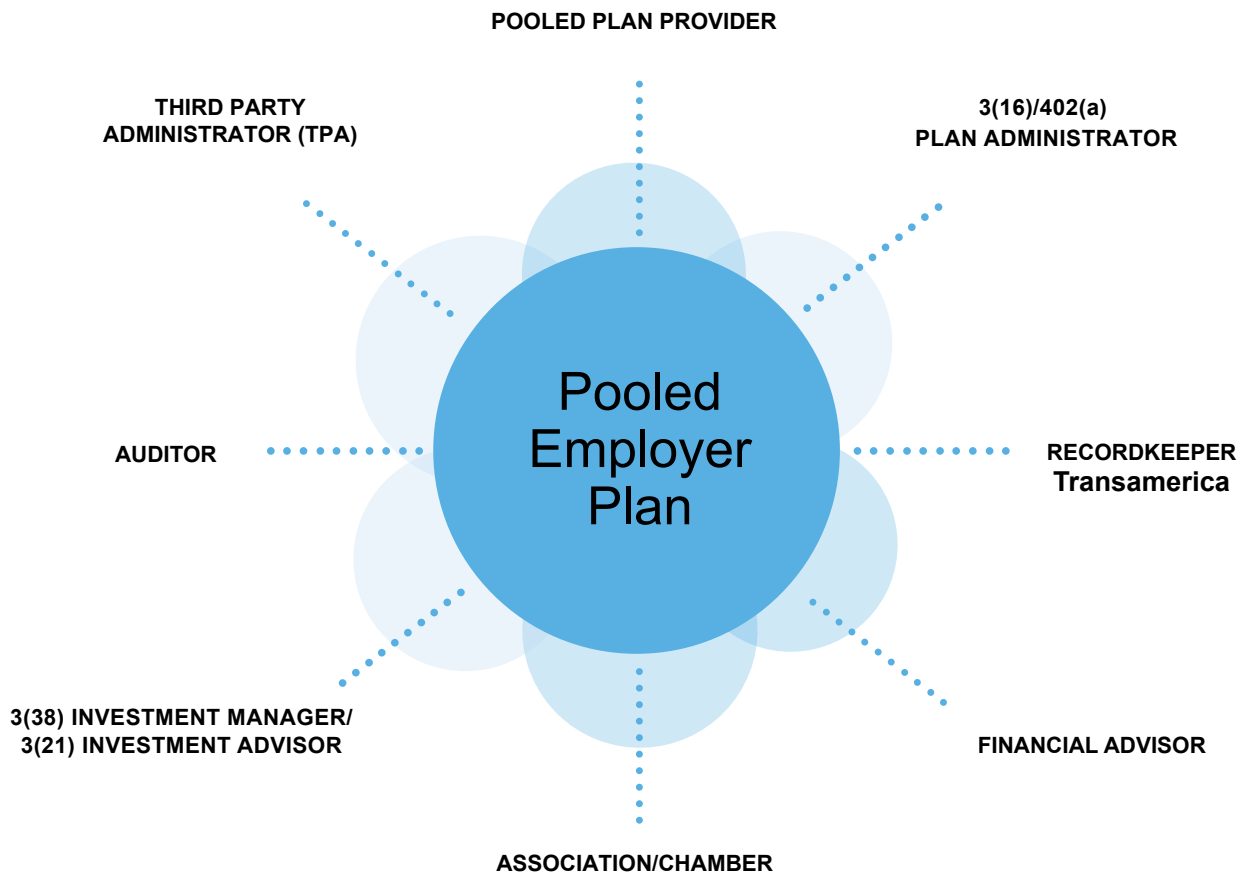
**#1 plan provider**

of total adopting employers in PEPs<sup>2</sup>

# How it works

The PEP is sponsored by a Pooled Plan Provider (PPP), who maintains the plan's core components, handling most administrative responsibilities and taking on the majority of the plan's fiduciary responsibility. The PEP also requires a single Form 5500 and audit covering all adopting employers. This can result in significant cost savings for employers compared to the responsibility and costs of an individual audit.

**The PEP is supported by a team of professionals working together to deliver valuable benefits for employers:**



Fiduciary outsourcing and professional support



Administrative relief and time savings



Plan design flexibility



Robust employee experience



Benefits beyond the plan

# Fiduciary outsourcing and professional support

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When the many responsibilities of the retirement plan are handled by a professional team, employers can focus elsewhere. The team includes:

## **POOLED PLAN PROVIDER (PPP)**

The PPP is the plan sponsor of the PEP and is responsible for administrative and fiduciary duties of the plan, including monitoring firms to which they have delegated responsibilities.

## **402(a) NAMED FIDUCIARY**

Named fiduciary in the plan document who has authority over and responsibility for day-to-day plan operations. Serves as plan administrator, as defined by ERISA, unless that role is delegated to an ERISA 3(16) plan administrator.

## **3(16) PLAN ADMINISTRATOR**

Responsible for day-to-day plan operations. Performs necessary functions to keep the plan compliant, including completing, signing, and filing Form 5500, benefit payments authorization, and distributions.

## **3(21) INVESTMENT ADVISOR**

Provides guidance and recommendations to the plan administrator on investment-related matters.

## **3(38) INVESTMENT MANAGER**

Serves as a named fiduciary to the plan, responsible for the investment selection, monitoring, and ongoing due diligence of the plan investment lineup.

## **RECORDKEEPER**

### **Transamerica**

With a history dating more than 100 years, Transamerica is a leading provider of insurance, retirement, and investment solutions, serving millions of customers throughout the United States.

Tracks contributions, distributions, benefit payments, enrollments, and other activities to keep accurate track of participant accounts. Provides participant support, including financial education, individual consultation, tools, and resources designed to help participants prepare for a fully funded retirement.

## **FINANCIAL PROFESSIONAL**

Assists with due diligence in selecting plan providers and documentation of plan processes. Also provides services to help increase plan participation and investment education and guidance for participants.

## **THIRD PARTY ADMINISTRATOR**

Provides compliance testing and support, administrative services, and plan design consultation.

## **ASSOCIATION /CHAMBER**

# Administration made easier

When employers join the PEP, they may be able to offload the majority of administrative tasks associated with offering a retirement plan.

## Your responsibilities if you have a stand-alone plan:

- Engage fiduciary/non-fiduciary service providers
- Monitor service provider services and fees
- Prepare plan document
- Prepare required/optional plan amendments
- Determine plan design
- Select plan investments
- Perform investment monitoring and due diligence
- Make investment choice additions/deletions
- Track employee eligibility
- Notify employees of eligibility
- Provide enrollment materials to employees
- Enroll employees in the plan
- Invest plan contributions
- Conduct ongoing employee education
- Provide optional educational asset allocation tools
- Track contribution limits
- Track catch-up contributions
- Distribute required participant notices
- Provide explanation of distribution options/tax implications
- Review and approve/deny hardship withdrawal requests
- Review and approve/deny in-service withdrawal requests
- Review and approve/deny termination withdrawal requests
- Monitor legislative, regulatory & agency guidance actions
- Review and approve/deny loan requests
- Prepare loan amortization schedules
- Coordinate loan payroll deductions
- Review and approve QDROs
- Prepare Forms 945, 1096, and 1099
- Conduct mid-year testing
- Collect annual census
- Conduct year-end testing
- Prepare Form 5500
- Handle IRS and DOL audits
- Prepare quarterly/annual plan reviews
- Handle new plans from mergers and acquisitions

## Or, significantly cut your workload with a pooled plan:\*

- ✓ Monitor service providers
- ✓ Establish payroll deductions and upload payroll files\*\*
- ✓ Year-end data collection\*\*

\*Adopting employer responsibilities may not be limited to items noted above.

Adopting employer(s) should review their service agreements and fiduciary responsibilities under ERISA.

\*\*Required, but may be provided by *PayStart*®-approved payroll provider.

# Payroll integration

*PayStart*<sup>®</sup>, Transamerica's proprietary payroll integration service, helps employers save time and improve accuracy by directly connecting payroll companies with Transamerica. Through our 360 API integration with PrismHR, employers gain tremendous efficiencies by integrating the flow of payroll data to their retirement plan.

**Time savings & administrative relief**



**Reduce costs**



**Enhance productivity**

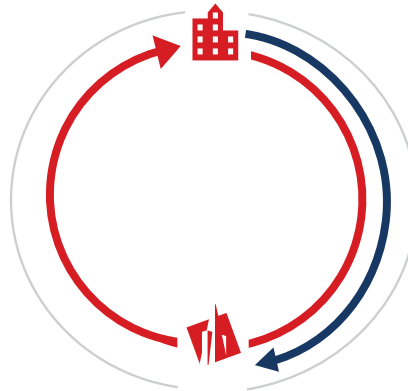


**Improve accuracy**



## *PayStart* 360

Transamerica tracks certain participant-initiated changes and sends to the payroll vendor. Payroll vendor sends contribution data directly to Transamerica.



## *PayStart* 180

Participant information and contribution data sent directly from the payroll vendor to Transamerica.

# Plan design flexibility

Employers joining the PEP can design a plan that best suits their needs and business objectives. Some of the options employers can customize include:

- Eligibility
- Entry dates
- Vesting schedule
- Types of employer contributions
- Allocation formulas



# Robust employee experience

Planning for a secure retirement is easier with digital tools, professional support, and personalized guidance. Clear messaging helps employees understand simple ways to work toward a brighter retirement outcome.

## Transamerica's participant engagement program includes:

### Participant website and mobile app

Award-winning, user-friendly homepage and dashboard<sup>3</sup> for our fully mobile-responsive website allows account management anywhere, anytime, with 24/7 online account access.

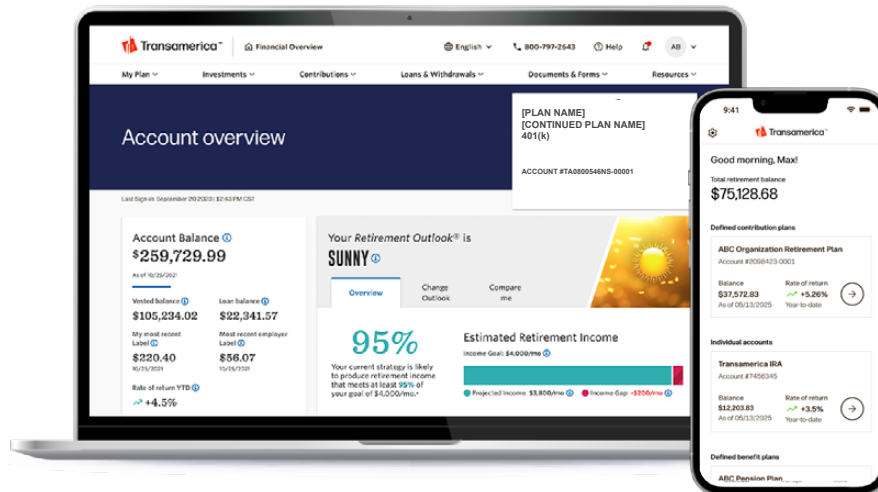
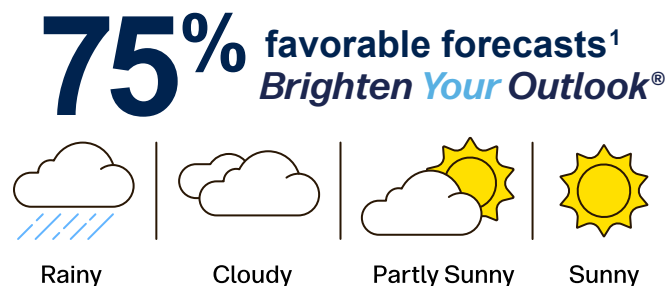


Image is an example only and does not reflect the experience of any particular user.

### Personalized guidance with *OnTrack*<sup>®</sup>

Our interactive *OnTrack* tool produces *Your Retirement Outlook*<sup>®</sup>, an easy-to-understand forecast ranging from rainy to sunny. Each weather icon shows participants the likelihood of meeting their income goals at retirement, and these personalized forecasts offer actionable suggestions they can take to improve their chances of success.



**Important:** The projections or other information generated by the engine (which produces *Your Retirement Outlook*<sup>®</sup> regarding the likelihood of various investment outcomes are hypothetical, do not reflect actual investment results, and are not guarantees of future results. Results derived from the tool may vary with each use and over time.

## Professional support for employees

Employees benefit from dedicated support through our customer care center and retirement planning consultants (RPCs) to help meet today's financial challenges and plan for retirement.



High customer satisfaction rates<sup>4</sup>

94%

Customer care center

98%

Retirement planning consultants (RPCs)



Improved results with RPCs<sup>5</sup>

32%

Higher average participation rate

29%

Higher average deferral rate



Award-winning,<sup>3</sup> user-friendly participant website

[LEARN MORE](#)



Security features including fingerprint, facial and voice recognition technology



Toggle between English and Spanish



100% cybersecurity guarantee

[LEARN MORE](#)



# Benefits beyond the plan

## Consult with the Transamerica team

Many offerings are available for employers seeking to optimize their retirement plan. The Transamerica team can help you review options and select what works for your goals and workforce.

## State-facilitated plans: You have a choice

Employers in many states are facing a mandate to make a retirement plan available to employees, with some states having already implemented a program. State-facilitated plans generally limit an employer's ability to design a plan that meets their unique needs and limits opportunities for employees to maximize their savings.

A pooled retirement plan can provide:

- Higher employee contribution limits
- Employer contributions
- Plan design options
- Participant financial tools and resources
- Financial advisor on the plan

## Take advantage of tax credits

Qualifying employers can take advantage of tax credits to help alleviate a common concern — the cost of starting a new plan. That's great news for small employers adopting their own retirement program and for those joining a pooled solution.

[Tax credits](#) are available for employers with up to 100 employees to offset the cost of starting a new plan, and for including automatic enrollment — which may help employees save for a more secure financial future.

## Financial wellness benefits

Transamerica's suite of financial wellness products and services mean employers can offer a comprehensive financial well-being program through one provider. Employers may offer:



Integrated health savings account (HSA)



Flexible spending account



Emergency savings account



Student loan repayment program



PTO Exchange program



[Learn more](#) about how state-facilitated plans compare to single employer plans and pooled solutions — including the participant support that comes with them.



## Get in touch

Contact us today and see how we help everyday Americans work toward a brighter financial future



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<sup>1</sup> As of December 31, 2024

<sup>2</sup> "2025 Recordkeeping Survey," PLANSPONSOR, June 2025

<sup>3</sup> "Retirement Plan Monitor Competitive Research Report; Homepages and Dashboards," Corporate Insight, March 2023

<sup>4</sup> Transamerica data from January 1, 2024, through December 31, 2024

<sup>5</sup> RPC Impact Report as of December 31, 2024

Pooled employer plans (PEPs) are a newer type of multiple employer plan for which Department of Labor (DOL) and IRS guidance is still pending in a number of areas. An employer participating in a PEP retains certain fiduciary responsibilities, including responsibility for retaining and monitoring the Pooled Plan Provider (PPP) and any named fiduciary, for determining the reasonableness of its plan fees, and for periodically reviewing the plan as a whole. Nothing in this communication should be construed as the commencement of operations by a PPP prior to registration as a PPP. Among other responsibilities, the PPP acts as the ERISA 3(16) Plan Administrator.

Before adopting any plan, sponsors should carefully consider all of the benefits, risks, and costs associated with a plan. Information regarding retirement plans is general and is not intended as legal or tax advice. Retirement plans are complex, and the federal and state laws or regulations on which they are based vary for each type of plan and are subject to change. In addition, some products, investment vehicles, and services may not be available or appropriate in all workplace retirement plans. Plan sponsors and plan administrators may wish to seek the advice of legal counsel or a tax professional to address their specific situations.

All cost savings mentioned are estimates and may vary depending on the Pooled Plan Provider, selected service providers, advisor, or attorney fees.

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